

**Minutes of the Public Hearing to Discuss the 2024-2025 Street and Utility Improvement Projects
March 11, 2024 at 6:30 PM**

Council members present: Sander, Schneider, Prokosch, Lingl (via ZOOM)

The hearing was opened by Mayor Sander. Matt Miller, Bolton & Menk, Inc. provided a presentation on the proposed improvements. The watermain on Birch Avenue will be located on the south half of the street, meaning only the south half of Birch Avenue will be patched. The watermain will be on the west boulevard of 11th Street, meaning 11th Street will not be patched except for the crossing at Birch Avenue and Cherry Avenue. Water services will be re-hooked up on Birch Avenue at their current location. The sewer main on Ranchwood Drive is being constructed to provide relief for the sewer services of 5 properties. The new sewer route will allow for additional depth in the sewer main, and therefore, additional depth & proper slope of the sewer services. The purpose of the watermain reconstruction/upsizing on Ranchwood Drive is to extend 6" watermain past the edge of the street so that any improvements to the rest of the line in the future will not impact the new street surface. It was determined by the Engineer and City Staff that no assessments will be made for new utilities due to the fact that all properties currently have utility service.

The hearing was closed by Mayor Sander.

**Minutes of the Regular Meeting of the Bird Island City Council
March 11, 2024 at 7:00 PM**

The regular meeting was called to order by Mayor Sander.

A motion was made by Schneider and seconded by Prokosch to authorize payment of the claims presented and to approve the minutes from the last regular meeting. Passed unanimously.

2023 Audited Financial Report Sara Oberloh, CPA with Oberloh & Oberloh, Ltd. was present to review the Audited Financial Report for the year ended 12/31/23. Because the City's population is under 2500, we are allowed to report on a cash basis, which is different than the accounting principles generally accepted in the U.S. Management. and Auditor responsibilities were identified. No material misrepresentations were noted. No legal compliance issues were found and two internal control findings were cited (same every year due to limited staff). The financial reports in the audit were reviewed. The unassigned General Fund balance at year end was 152.9% of the subsequent year's budgeted disbursements, which is above the State Auditor's recommendation. The City could assign some of these funds to future capital purchases/projects. A motion was made by Lingl and seconded by Prokosch to approve the 2023 Audited Financial Report as presented. Passed unanimously.

Law Enforcement Deputy Jordan Larsen with the Renville County Sheriff's Office was present to review the quarterly law enforcement report. The blight property list is being compiled and non-compliant residents will be receiving letters soon.

Bolton & Menk Matt Miller was present to review the plans and spec of the 2024-2025 Infrastructure improvements to the council and answer any questions during the Public Hearing.

Resolution 3-24 A motion was made by Lingl and seconded by Schneider to adopt Resolution 3-24, Minnesota Public Facilities Authority Loan Application (Watermain Looping project). Passed unanimously.

Resolution 4-24 A motion was made by Lingl and seconded by Schneider to adopt Resolution 4-24, Minnesota Public Facilities Authority Loan Application (Ranchwood Watermain Distribution project). Passed unanimously.

- Resolution 5-24 A motion was made by Prokosch and seconded by Schneider to adopt Resolution 5-24, Resolution Ordering Improvement and Preparation of Plans (2024-2025 Street & Utility Improvements). Passed unanimously.
- Resolution 6-24 A motion was made by Prokosch and seconded by Schneider to adopt Resolution 6-24, Resolution Approving Plans and Specifications (2024-2025 Street & Utility Improvements). Passed unanimously.
- Island Hub Mark Glesener was present to give the Council an update on the Island Hub project. Island Hub is a non-profit 501(c)(3) organized for the purpose of utilizing the empty Bird Island school building. Island Hub is asking the Bird Island EDA to take over ownership of the Island Hub section of the School Building and submit an application for the State Bonding Bill for \$2.06 Million since a government agency needs to be the owner of the property. The City/EDA would then have a use agreement with Island Hub, Inc. to use and manage the building. The EDA would need to assure that the property maintains its use as a public use building as outlined in the original bond information request for 125% of the useful life of the property as determined by an architect or engineer (usually 30 years x 1.25 = 37.5 years). The lease can be in increments of no more than ½ the useful life of the renovated building. If the “public use” obligation as outlined in the original bonding request is not kept for some reason, the City could be liable to pay the full amount of the bonding back. Projected operating cost are approximately \$65,000 per year. If Island Hub would struggle to cover the operating expense, the EDA/City would be liable to help cover. The Council is asking for community feedback.
- Public Works Woelfel reviewed his report to the Council. Water main leak on 9th St has been patched and flushing will begin soon.
- Engineering RFPs Interviews will be conducted with the top three engineering firms: Bolton & Menk, ISG, and Bollig/Interstate. If all Councilors are present, interviews will have to be open to the public due to open meeting laws. Administrator Ahl will organize an interview schedule and will update the Council.
- Ball Park Contract A motion was made by Prokosch and seconded by Schneider to approve the 2024 Ball Park Complex contract with BOLD School and BOLD Baseball Association. Passed unanimously.
- 2024 Spring Clean Up A motion was made by Lingl and seconded by Schneider to approve the dates/times of the 2024 Spring Clean-up event as Wednesday, May 1st from 10 AM to 7 PM and Thursday, May 2nd from 7 AM to 7 PM. City staff will receive a half day off on Friday, May 3rd for working extra hours. Passed unanimously.
- Broaster Permit A motion was made by Lingl and seconded by Schneider to approve the renewal of a Consumption and Display Permit for the Broaster. Passed unanimously.
- Christmas Décor The Beautification Committee will bring a recommendation to the Council for decorations for the street lights on Main Street and Highway 212.

Meeting adjourned.

Tracey Ahl, City Administrator

Special Email vote March 29, 2024: Three estimates were received from CMF, Rachel Aggregates LLC and Island Construction to take down the Hazardous building at 750 Ash Ave and emailed to the council to approve a contractor for 750 Ash Ave. A motion was made by Sander and seconded by Prokosch to accept the low bid from Island Construction with the understanding that they will have the necessary certification after their class on April 18, 2024 and will be able to take the building down shortly thereafter. Passed unanimously.